

**DEPARTMENT OF THE ARMY
U.S. ARMY TRANSPORTATION CENTER
Fort Eustis, Virginia 23604-5000**

**ATZF-CP
POLICY BRIEF
Number 690-10**

26 June 1997

**Civilian Personnel
DOD PRIORITY PLACEMENT PROGRAM**

STATEMENT OF POLICY:

1. The Department of Defense (DOD) Priority Placement Program provides placement assistance to employees adversely affected by civilian work force reductions, employees downgraded as a result of position reclassification, and certain overseas returnees.

2. The commitment to support the Priority Placement Program is hereby reaffirmed. In accordance with affirmative support procedures, installation officials do not have authority to reject such employees who accept job offers, and they may not impose any special requirements which would deny or delay the placement of such employees. Installation officials are neither permitted to cancel nor postpone filling a vacancy after recruitment action has been initiated in order to avoid hiring an employee registered in the Priority Placement Program.

3. Upon receipt of requests to fill vacancies for which priority placement procedures are applicable, requisitions will be promptly submitted to the Centralized Referral Activity which administers this program. Registered employees who are reported to be fully qualified and available are to be made immediate job offers.

4. It is imperative that all supervisors be aware of the importance of the Priority Placement Program and continue to give it their total support.


5. This policy brief supersedes TCFE Policy Brief 690-10, dated 17 June 1992.

SUPPORTING STATEMENTS: None

REFERENCE: DOD 1400.20-1-M

ACTION: Directors & Chiefs of Staff Offices
Maj Subordinate CDRs
CDRs, Tenant Activities

DATE APPROVED: 7 July 1997


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